



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles **CHIEF EXECUTIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

August 21, 2007

Board of Supervisors
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First District

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Fourth District

MICHAEL D. ANTONOVICH
Fifth District

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC HEALTH: AMENDMENT NUMBER 2 TO AGREEMENT
NUMBER H-702403 WITH HLN CONSULTING, LLC, FOR PUBLIC HEALTH
PREPAREDNESS AND RESPONSE TO BIOTERRORISM
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)
CIO RECOMMENDATION: APPROVE (X)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of the Department of Public Health (DPH), or his designee, to sign Amendment Number 2 to Agreement Number H-702403 with HLN Consulting, LLC (HLN), to extend the term of the agreement from August 29, 2007 to August 30, 2008, to increase the maximum obligation by \$582,670, from \$975,610 to \$1,558,280, 100 percent offset by the Centers for Disease Control and Prevention's (CDC) Notice of Cooperative Agreement (NCA) U90/CCU917012-07 and the forthcoming NCA U90/CCU917012-08, and to revise the term of the Agreement Number H-702403 to include a provision for two 12-month automatic renewals through August 30, 2010.
2. Delegate authority to the Director of DPH, or his designee, to execute amendments to Agreement Number H-702403 that may increase or decrease the amended maximum obligation of \$1,558,280 by a maximum of 25 percent during the extended term of August 30, 2006 through August 30, 2008, and each of the two 12-month renewal terms by 25 percent above the prior year's

maximum obligation, 100 percent offset by CDC funds, subject to review and approval by County Counsel, Chief Executive Office, and Chief Information Office and notification of the Board offices.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Amendment Number 2 will allow DPH to continue to support the expansion of critical emergency preparedness systems via enhancements to the Los Angeles-Orange Immunization Network (LINK) Immunization Registry Bioterrorism (BT) Response module and completion of related decision support tools. This amendment will specifically support LINK-BT system modifications that will allow DPH to capture critical information on patients and/or citizens receiving medications or vaccines during a large-scale emergency. These modifications will also provide for increased interoperability with state and federal systems and ensure that DPH remains in compliance with emerging requirements for data capture and management.

In addition, this amendment will allow DPH to complete the development of decision support tools that will support the identification and stand-up of Point of Distribution (POD) sites for vaccination and prophylaxis of the population. These tools will provide DPH with the ability to capture and manage key attributes about potential POD locations and ensure that emergency services are distributed effectively and efficiently throughout the County. Finally, this amendment will allow DPH to support the development of system operations plans and staff field guides that are needed to support effective emergency operations and activities when these critical systems are deployed.

Under the current agreement, HLN developed the first component of the LINK-BT Response module system and the Facility Profile Decision Support Tool. Under Amendment Number 2, HLN will complete the development of the system and will fully implement and deploy the system to the relevant users (field personnel in Service Planning Areas (SPA) that will be running the clinics, Strategic National Stockpile (SNS) personnel, and volunteers working to develop sites for vaccination for the PODs).

Specific activities that will be performed by HLN under Amendment Number 2 include:

- Additional specification and development of enhancements to LINK-BT module to enhance reporting capabilities, provide rapid data entry forms for expedited processing of patients, and vaccine lot and local inventory management capabilities;

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- Development of enhancements to Facility Profile system to provide a capability for users to rapidly modify data collection instruments, incorporate GIS capabilities that leverage the County Enterprise Geographic Information Systems platform, and provide audit capabilities that will allow administrators to review information collected on partner facilities;
- Development of user manuals, system guides, and field reference guides that can be used by projected users of each system (i.e., staff and volunteers) during public health emergencies. Each document provided will be in alignment with DPH disaster operation plans and allow for rapid training and orientation of system users;
- Services to support training and deployment of the LINK-BT and Facility Profile applications to users;
- Services to maintain and support the LINK-BT and Facility Profile applications; and
- Project management services to ensure timely delivery of all project deliverables.

FISCAL IMPACT/FINANCING

Amendment Number 2 to Agreement Number H-702403 will increase the maximum County obligation from \$975,610 to \$1,558,280, an increase of \$582,670, 100 percent offset by funding from CDC's NCA U90/CCU917012-07 and the forthcoming CDC's NCA U90/CCU917012-08, for the contract period through August 30, 2008. The maximum obligation of \$1,558,280 for the contract period through August 30, 2008 may be increased by 25 percent, and each of the two 12-months renewal years may each be increased by 25 percent above the prior year's maximum obligation, 100 percent offset by the CDC funds.

Funding for this Amendment is included in the Fiscal Year 2007-08 Adopted Budget, and will be requested in future fiscal years, as necessary. There is no additional net County cost associated with these recommendations.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 20, 2003, the Board approved the initial sole source agreement (Agreement Number H-300184) with HLN through August 30, 2004 to develop bioterrorism response capability for the LINK system in the amount of \$345,000, 100 percent offset by CDC funds.

On August 26, 2003, the Board approved Amendment Number 1 to Agreement Number H-300184, which increased the maximum obligation by \$415,800, from \$345,000 to \$760,800, 100 percent offset by CDC funds with a 12-month automatic renewal through

August 30, 2005, to design and develop a data management system prototype for Los Angeles County to support the receipt, staging and storage of material and equipment from SNS, as well as evaluate other possible enhancements to the LINK system and other key technologies to support mass vaccination/mass prophylaxis operations.

On August 17, 2004, the Board approved Amendment Number 2 to Agreement Number H-300184, which increased the maximum obligation by \$1,658,437, from \$760,800 to \$2,419,237, 100 percent offset by CDC funds with a 12-month automatic renewal through August 30, 2006, to further enhance the web-based LINK registry and manage the SNS vaccination and immunization inventory system. Due to time delays associated with the acquisition of a commercial off-the-shelf inventory management system, an administrative letter was initiated September 29, 2005 to reduce Amendment Number 2 by \$528,577, for a reduction of the total maximum obligation from \$2,419,237 to \$1,890,660.

On August 15, 2006, the Board approved Agreement Number H-702403 (Replacement Agreement) for \$975,610, 100 percent offset by CDC funds, effective August 30, 2006 through August 29, 2007, to enhance the software application, programming, integrating, testing and functionality to the LINK Immunization Registry Bioterrorism Response module and the SNS Inventory Management System to meet new CDC Countermeasure and Response Administration requirements and upgrade application security and usability for the Public Health Information Network architecture.

Recently, to comply with change in status of Federal requirements, Administrative Amendment Number 1 was prepared to redirect funds within the scope of the agreement. The changes reflected a greater emphasis on specific contract deliverables and a re-alignment of local preparedness priorities. Amendment Number 1 is expected to be executed by DPH and HLN no later than August 15, 2007.

Attachment A provides additional information. County Counsel has approved Exhibit I as to form.

The Chief Information Officer concurs with the Department's recommendation (see Attachment B).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of Amendment Number 2 will allow the continued utilization of funds as awarded by the CDC to enhance DPH's ability to respond to acts of bioterrorism. HLN provides continued support for the implementation of additional enhancements to the

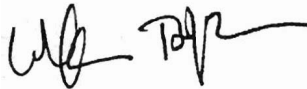
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LINK BT Response module, complete development of POD Facility Profile to support mass vaccination/mass prophylaxis events, develop warehouse operations plants and field operational procedures, and support services to deploy and maintain these critical systems.

CONCLUSION

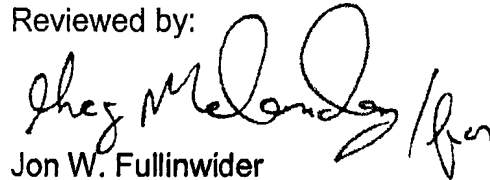
When approved, the Department of Public Health requires three signed copies of the Board's action.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

Reviewed by:



Jon W. Fullinwider
Chief Information Officer

WTF:SRH:SAS
DRJ:RM:bjs

Attachments (3)

c: County Counsel
Director and Health Officer, Department of Public Health

SUMMARY OF AGREEMENT
(HLN Consulting, LLC)

1. TYPE OF SERVICE:

HLN Consulting, LLC (HLN) is contracted to provide continued support for the implementation of additional enhancements to the Los Angeles-Orange Immunization Network (LINK) Registry Bioterrorism Response module, complete development of toolsets (Point of Distribution [POD] Facility Profile) to support mass vaccination/mass prophylaxis events, develop warehouse operations plans and field operational procedures, and support services to deploy and maintain these critical systems.

2. TERM OF AGREEMENT:

Effective August 30, 2007 through August 30, 2008, with provision for two twelve-month automatic renewals through August 30, 2010.

3. AGENCY ADDRESS AND CONTACT PERSON:

HLN Consulting, LLC
7072 Santa Fe Canyon Place
San Diego, California 92129
Attention: Dr. Noam H. Arzt, President
Telephone: (858) 538-2229; Facsimile (858) 538-2209

4. FINANCIAL INFORMATION:

Amendment Number 2 to Agreement Number H-702403 will increase the maximum County obligation from \$975,610 to \$1,558,280, an increase of \$582,670, 100 percent offset by funding from CDC's NCA U90/CCU917012-07 and the forthcoming CDC's NCA U90/CCU917012-08, for the period August 30, 2007 through August 30, 2008. The maximum obligation of the amended base term (August 30, 2007 through August 30, 2008) of \$1,558,280 may be increased by 25 percent, and each of the two 12-months renewal years may each be increased by 25 percent above the prior year's maximum obligation, 100 percent offset by the CDC funds.

Funding for this Amendment is included in the Fiscal Year 2007-08 Adopted Budget, and will be requested in future fiscal years, as necessary. There is no additional net County cost associated with these recommendations.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING

John Schunhoff, Ph.D, Chief Deputy Director, Public Health

Jonathan Freedman, Executive Director, Emergency Preparedness and Response

7. APPROVALS:

Public Health:

Jonathan E. Fielding, M.D., M.P.H., Director and Health Officer

Contracts Administration:

Gary Izumi, Division Chief

County Counsel (approval as to use):

Robert E. Ragland, Senior Deputy County Counsel

CIO ANALYSIS

**DEPARTMENT OF PUBLIC HEALTH AMENDMENT NO. 2 TO EXISTING AGREEMENT
WITH HLN CONSULTING, LLC, FOR SUPPORT OF THE LOS ANGELES-ORANGE
IMMUNIZATION NETWORK (LINK) IMMUNIZATION REGISTRY BT RESPONSE MODULE**

CIO RECOMMENDATION: ☒ **APPROVE** ☐ **APPROVE WITH MODIFICATION**
 ☐ **DISAPPROVE**

Contract Type:

☐ **New Contract** ☒ **Contract Amendment** ☐ **Contract Extension**
☒ **Sole Source Contract** ☐ **Hardware Acquisition** ☐ **Other**

New/Revised Contract Term: **Base Term:** 1 Yrs **# of Option Yrs:** Two 1-Yr Options

Contract Components:

☐ **Software** ☐ **Hardware** ☐ **Telecommunications**
☒ **Professional Services**

Project Executive Sponsor: Jonathan Fielding, M.D., M.P.H., Director, DPH

Budget Information :

Y-T-D Contract Expenditures	\$ 975,610
Requested Contract Amount	\$ 582,670 for the base year (Aug. 30, 2007 – Aug. 30, 2008) and the potential for an additional \$389,570 should additional CDC funds become available during the base year (+ two automatic renewal years for another 25% of total contractual obligation of each term)
Aggregate Contract Amount	\$1,947,850 for the base year (+ the potential for another 25% of total contractual obligation of each term, yielding a potential Aggregate Contract Amount of \$3,043,516 over the three years of this agreement)

Project Background:

Yes	No	Question
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is this project legislatively mandated?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project subvented? If yes, what percentage is offset? 100% by Center for Disease Control and Prevention (CDC), Bioterrorism Preparedness Response (BPR) redirect funds
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is this project/application applicable to (shared use or interfaced) other departments? If yes, name the other department(s) involved?

Strategic Alignment:

Yes	No	Question
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project in alignment with the County of Los Angeles Strategic Plan?
<input type="checkbox"/>	<input type="checkbox"/>	Is this project consistent with the currently approved Department Business Automation Plan?
<input type="checkbox"/>	<input type="checkbox"/>	Does the project's technology solution comply with County of Los Angeles IT Directions Document?
<input type="checkbox"/>	<input type="checkbox"/>	Does the project technology solution comply with preferred County of Los Angeles IT Standards?
<input type="checkbox"/>	<input type="checkbox"/>	This contract and/or project and its milestone deliverables must be entered into the Information Technology Tracking System (ITTS).

Project/Contract Description:

The Department of Public Health (DPH) is requesting Board approval for an amendment to their existing sole source agreement with HLN Consulting, LLC (HLN) for professional services to continue enhancements to the Los Angeles-Orange Immunization Network (LINK) registry to address mass vaccination/prophylaxis events at Point of Distribution (POD) sites within the jurisdiction. Under this agreement, HLN will also continue to assist DPH with implementation of a third-party inventory management system and enhancements to Facility Profile systems that will track critical information on locations to be used during Strategic National Stockpile activities. Finally, HLN will provide the necessary planning and operations support services required to deploy and implement these systems into production under a unified operations framework.

The proposed Amendment No. 2 will increase funding from \$975,610 to \$1,558,280, an increase of \$582,670 provided by federal funding from the Centers for Disease Control and Prevention (CDC) Public Health Preparedness and Response for Bioterrorism Cooperative Agreement with no net cost to the County. The term of the agreement is through August 30, 2008 with two (2) 1-year extension options. All agreement amounts are strictly subject to the availability of federal funding, which could increase or decrease the total maximum obligation by up to 25%.

Services under this amendment include:

- Enhancements to the LINK Immunization Registry Bioterrorism Response module to meet new CDC Countermeasure and Response Administration requirements;
- Implementation and deployment of enhancements to the Facility Profile system to support selection and management of Point of Dispensing (POD) sites throughout the jurisdiction;
- Development of RSS warehouse operations guides and field support procedures to support use of information systems during emergency operations; and
- Support continued implementation of the LINK-BT system and SNS-IS system components and address routine operations and maintenance activities.

Background:

In order to ensure the availability and rapid deployment of pharmaceuticals, antidotes, and other critical medical supplies and resources to counter the effects of nerve agents, biological pathogens, and chemical agents, the Centers for Disease Control and Prevention (CDC) developed the Strategic National Stockpile Program. The Strategic National Stockpile, formerly referred to as the National Pharmaceutical Stockpile, is currently ready for deployment to any U.S. location in the event of a terrorist attack involving a biological or chemical agent directed against a civilian population. Over the course of the last several years, the DPH Bioterrorism Preparedness and Response Program has implemented operational plans to support the receipt, distribution, and dispensing of pharmaceuticals and medical assets from local caches and the Strategic National Stockpile.

As part of its comprehensive plan to develop information systems in support of the Bioterrorism Preparedness and Response Initiative, DPH allocated bioterrorism funding to develop an initial set of enhancements to the Los Angeles Immunization Network (LINK) to support bioterrorism response. On May 20, 2003, the Board approved a sole source agreement with HLN Consulting, LLC in the amount of \$345,000 funded under Cooperative Agreement No. U90/CCU917012-03 with the CDC to develop the ability to track and deliver critical vaccines to the citizens of Los Angeles County during a public health emergency.

Subsequent amendments to this sole-source agreement have provided for key enhancements to the LINK Immunization Registry to support emergency response activities. In addition, services under previous amendments supported the selection and implementation of a third-party inventory management system to address SNS warehouse operations. This amendment to a recent replacement agreement with HLN Consulting, LLC is intended to complete the major aspects of development and enhancements required by the Centers for Disease Control and Prevention.

Project Justification/Benefits:

HLN was awarded a sole source agreement based on their development and sole support for the State of California Automated Immunization Registry (CAIR) as an integrated inventory tracking system for SNS. Therefore, the Department did not advertise the services to be provided under the recommended agreements as a contracting opportunity of the Los Angeles County Website.

Considering the expertise of the contractor, the proprietary nature of the software, the need to quickly implement these activities to meet both CDC grant requirements and national preparedness mandates, it is recommended that the services provided by HLN be continued.

Project Metrics:

DPH Bioterrorism Preparedness and Response Program staff will review business requirements, system operations plans, and compliance assessments to ensure that all critical elements have been evaluated and that HLN has successfully provided all required documentation. DPH Bioterrorism Preparedness and Response Program staff, Information

Systems project personnel, and Strategic National Stockpile project work groups will monitor system development activities and validate system operations to ensure that it reflects basic workflow requirements and addresses all key elements outlined in the system development plan. Finally, the DPH Bioterrorism Preparedness and Response Program, Information Systems personnel, and Los Angeles Immunization Network staff will review and validate LINK-BT system enhancements to ensure consistency with security and usability requirements.

Impact on Service Delivery or Department Operations, if Proposal Is Not Approved:

In order to adequately prepare for a possible bioterrorism event, it is critical for DPH to have an effective and reliable strategy for managing assets from local caches and the Strategic National Stockpile and ensuring the efficient delivery of critical medications to the citizenry of the County. Failure to approve this proposal would:

- Prevent the DPH Bioterrorism Preparedness and Response Program from meeting critical CDC grant requirements, which could potentially impact future funding due to noncompliance.
- Limit DPH's ability to receive, distribute, and dispense critical medications and medical supplies to the citizens of Los Angeles County during a public health emergency.

Alternatives Considered:

Although consideration was given to the development of a specific warehouse management and mass vaccination/prophylaxis tool, it was determined that it would be more efficient to customize existing or commercial off-the-shelf (COTS) systems to perform all of the functions needed for management and delivery of medical assets from the Strategic National Stockpile.

In order to ensure an effective and efficient response, systems deployed within the jurisdiction are being integrated and configured to satisfy SNS functional requirements and complemented by the development of individual tools and utilities not available through third-party systems providers. Additionally, it was determined that it was more cost-effective to leverage the existing LINK Immunization Registry to serve as the basis for the LINK-BT Mass Prophylaxis/Vaccination module. DPH will continue to evaluate additional alternatives and integration options throughout this effort to ensure that the strategies pursued continue to provide the most effective option for the County.

Project Risks:

Per the Schedule of Deliverables and Payments (Exhibit B-1 to the Agreement) "Billing will be based on hourly rates for actual consulting time, without a minimum per-event requirement." As such, payment for services under this agreement shall be on a time-and-materials basis rather than a fixed-price basis. Accordingly, the normal risks inherent in any time-and-materials agreement are present here, as well, (i.e., contractor receives payment for services rendered whether or not the desired outcomes are achieved).

Risk Mitigation Measures:

To mitigate the above-mentioned risks, DPH has developed a very comprehensive and well-defined statement of work together with a detailed plan for managing the project, ensuring that the deliverables are completed as defined and within the times prescribed. Further, there is a provision in the agreement that states that "All Work completed by Contractor must be approved in writing by County. If County does not approve Work in writing, no payment shall be due to Contractor for that Work."

DPH will be able to determine if contractor is not meeting the expectations under the agreement early enough in the engagement to be able to take appropriate corrective actions, including terminating the agreement, if necessary.

Financial Analysis:

The requested maximum contract amount for this amendment for the base year is \$582,670 with potential additional funding being requested of \$1,485,236 over the three-year term of the agreement, subject to the availability of federal funding. Funding for this project is fully subvented by CDC Bioterrorism Preparedness and Response grant funds and represents no net cost to the County.

CIO Concerns:

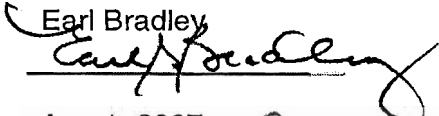
None.

CIO Recommendations:

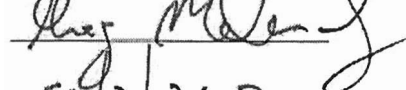
The CIO recommends Board approval of this amendment.

CIO APPROVAL

Date Received: July 30, 2007

Prepared by: Earl Bradley


Date: Aug 1, 2007

Approved: 

Date: 8/1/2007

Contract No. H-702403-2

CONSULTANT SERVICES AGREEMENT WITH HLN CONSULTING, LLC
PUBLIC HEALTH PREPAREDNESS AND RESPONSE SERVICES AGREEMENT

AMENDMENT NO. 2

THIS AMENDMENT is made and entered into this _____ day
of _____ 2007,

by and between COUNTY OF LOS ANGELES (hereafter
"County"),

and HLN CONSULTING, LLC
(hereafter "Contractor")

WHEREAS, reference is made to that certain document entitled
"REPLACEMENT AGREEMENT BY AND BETWEEN COUNTY OF LOS ANGELES
AND HLN CONSULTING, LLC, FOR PUBLIC HEALTH PREPAREDNESS AND
RESPONSE TO BIOTERRORISM," dated August 30, 2006, and further identified as
County Agreement No. H-702403, and any amendments thereto (all hereafter
"Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend Agreement to provide
for the changes set forth herein; and

WHEREAS, the Agreement provides that changes may be made in the form of a
written amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall be effective on the date of approval by the Board of Supervisors of the County of Los Angeles.

2. Exhibits A-2, B-2, D-1, and K shall be added to Agreement, as attached hereto and incorporate herein for reference.

3. Paragraph 1, "APPLICABLE DOCUMENTS AND DEFINITIONS," shall be amended as follows:

"1.1 Interpretation: Effective as of the effective date of this Amendment, Agreement shall be amended to attach Exhibit A-2, "STATEMENT OF WORK, HLN CONSULTING, LLC, ENHANCEMENTS TO THE LOS ANGELES-ORANGE IMMUNIZATION NETWORK (LINK) AND THE STRATEGIC NATIONAL STOCKPILE (SNS) MANAGEMENT SYSTEM IN SUPPORT OF BIOTERRORISM PREPAREDNESS AND RESPONSE," Exhibit B-2, "SCHEDULE OF DELIVERABLES AND PAYMENTS, HLN CONSULTING, LLC, LOS ANGELES-ORANGE IMMUNIZATION NETWORK BIOTERRORISM MOUDULE (LINK-BT) AND SNS-IS SOFTWARE ENHANCEMENTS," Exhibit D-1, "PROJECT SCHEDULE, HLN CONSULTING, LLC, ENHANCEMENTS TO THE LOS ANGELES-ORANGE IMMUNIZATION NETWORK (LINK) AND THE STRATEGIC NATIONAL STOCKPILE (SNS) MANAGEMENT SYSTEM IN SUPPORT OF BIOTERRORISM PREPAREDNESS AND RESPONSE," and Exhibit K, CHARITABLE CONTRIBUTION CERTIFICATION," attached hereto and incorporated herein by reference.

In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any Tasks, Subtasks, Deliverables, goods, services or other Work, or otherwise, between the body of this Agreement and the Exhibits, or between

Exhibits, such conflict or inconsistency, shall be resolved by giving precedence first to the body of this Agreement and then to the Exhibits according to the following priority:

EXHIBIT A	STATEMENT OF WORK
EXHIBIT A-1	STATEMENT OF WORK
EXHIBIT A-2	STATEMENT OF WORK
EXHIBIT A.1	SYSTEM TESTING AND VALIDATION
EXHIBIT A.3	DISPUTE RESOLUTION PROCEDURES
EXHIBIT A.2	CDC PHIN CRA REQUIREMENTS
EXHIBIT A.4	ADDITIONAL TECHNICAL REQUIREMENTS
EXHIBIT B	SCHEDULE OF DELIVERABLES AND PAYMENTS
EXHIBIT B-1	SCHEDULE OF DELIVERABLES AND PAYMENTS
EXHIBIT B-2	SCHEDULE OF DELIVERABLES AND PAYMENTS
EXHIBIT B.1	CHANGE NOTICE REQUEST
EXHIBIT B.2	INVOICE DISCREPANCY REPORT
EXHIBIT C	SCHEDULE OF SYSTEM SUPPORT AND PROFESSIONAL SERVICES
EXHIBIT D	PROJECT SCHEDULE
EXHIBIT D-1	PROJECT SCHEDULE
EXHIBIT E	CONTRACTOR EMPLOYEE ACKNOWLEDGMENT, CONFIDENTIALITY, AND COPYRIGHT ASSIGNMENT AGREEMENT
EXHIBIT F	IRS NOTICE 1015

EXHIBIT G SAFELY SURRENDERED BABY LAW
EXHIBIT H CONTRACTOR'S EEO CERTIFICATION
EXHIBIT I CONTRACTOR'S OBLIGATION AS A BUSINESS
 ASSOCIATE UNDER THE HEALTH INSURANCE
 PORTABILITY AND ACCOUNTABILITY ACT OF 1996
EXHIBIT J CERTAIN SUBCONTRACT PROVISIONS"
EXHIBIT K CHARITABLE CONTRIBUTION CERTIFICATION

4. Paragraph 5, TERM, shall be revised to read as follows:

"5. Term: The term of this Agreement shall commence August 30, 2006 and shall continue in full force through August 30, 2008, subject to the availability of Federal funding. Thereafter, this Agreement shall be automatically renewed for two additional twelve-month (12) cycles effective August 31, 2008 through August 30, 2009 and August 31, 2009 through August 30, 2010, subject to the availability of Federal funding to the County and subject to the written approval by the Director and subject to review and approval by Chief Administrative Office, Chief Information Office, County Counsel, and notification to the Board of Supervisors. If such federal funding is not forthcoming, this Agreement shall terminate on August 30, 2008.

This Agreement, including any extended term, may be cancelled or terminated at any time by either party, with or without cause, upon the giving of at least thirty (30) calendar days prior written notice to the other. County may (also) suspend the performance of services hereunder in whole or in part, upon the giving of at least a thirty (30) day written notice to the Contractor. County's

notice shall set forth the extent of the suspension and the requirements for full restoration of the performance obligations.

In the event of the expiration or prior termination of the term of this Agreement, Contractor shall fully cooperate with County to provide for the transition to whatever service replacement method County determines to be in its best interest.

Notwithstanding any other provision of this Paragraph, the failure of Contractor or its officers, employees, agents, or subcontractors, to comply with any of the terms of this Agreement or any written directions by or on behalf of County issued pursuant hereto shall constitute a material breach hereto, and this Agreement may be terminated by County immediately. County's failure to exercise this right of termination shall not constitute a waiver of such right, which may be exercised at any subsequent time."

5. Paragraph 8: CONTRACT SUM, sub-paragraph 8.1 General, shall be revised to read as follows:

8.1 "General: The Contract Sum under this Agreement shall be the total monetary amount payable by County to Contractor for supplying all the Tasks, Subtasks, Deliverables, goods, services and other work requested and specified under this Agreement. All Work completed by Contractor must be approved in writing by County. If County does not approve Work in writing, no payment shall be due to Contractor for that Work. Upon the effective date of this Agreement through August 30, 2008, the maximum obligation of County for Contractor's performance hereunder shall not exceed One Million Five Hundred Fifty-eight

Thousand Two Hundred Eighty (\$1,558,280) for the term of this Agreement.

Contractor shall use such funds only to pay for services as set forth in EXHIBIT A, EXHIBIT A-1, and EXHIBIT A-2, attached hereto and incorporated herein by reference, and only to the extent that such funds are reimbursable to County. The Contract Sum shall not be adjusted for any costs or expenses whatsoever of Contractor.

If this Agreement is renewed for the periods August 31, 2008 through August 30, 2009, and August 31, 2009 through August 30, 2010, the maximum obligation of County for Contractor's performance will be determined by Director upon the availability of federal funds for the renewal terms. Such renewal shall be effected by an amendment (i.e., administrative amendment) executed by Contractor and Director, pursuant to a grant of delegated authority from the Board of Supervisors.

6. Paragraph 9. INVOICES AND PAYMENTS, sub-paragraph 9.1 Invoices, shall be revised to read as follows:

9.1 "Invoices: County agrees to compensate Contractor in accordance with the payment structure set forth in Exhibit B, Exhibit B-1, and Exhibit B-2, attached hereto and incorporated herein by reference."

Contractor shall invoice County monthly, in the arrears, for all Tasks, Subtasks, Deliverables, goods, services and other Work, which are specified in Exhibit A, Exhibit A-1, and Exhibit A-2 (Statement of Work) and which are provided by Contractor and approved in writing by County in accordance with Subparagraph 2.4 (Approval of Work). Contractor shall prepare invoices,

which shall include the charges owed to Contractor by County under the terms of this Agreement. All invoices shall be subject to County's written approval pursuant to Subparagraph 2.5 (Approval of Invoices). Contractor's payments shall be as provided in Exhibit B, Exhibit B-1, and Exhibit B-2 (Schedule of Deliverables and Payments). All invoices under this Agreement shall be submitted to County's Project Manager. Each invoice submitted by Contractor shall:

- A. Indicate the Tasks, Subtasks, Deliverables, goods, services or other Work as described in Exhibit A , Exhibit A-1, and Exhibit A-2 (Statement of Work) for which payment is claimed and attach evidence of County's approval of such Tasks, Subtasks, Deliverables, goods, services or other Work pursuant to Subparagraph 2.4 (Approval of Work).
- B. Indicate the date of written approval of the Tasks, Subtasks, Deliverables, goods, services or other Work by County's Project Director.
- C. Indicate the cumulative amount of Pool Dollars charged to County to date and the remaining Pool Dollars available for use in connection with this Agreement generally.
- D. Indication of any applicable withholds or credits due to County under the terms of this Agreement or reversals thereof, including credits for any liquidated damages assessed in accordance with Paragraph 20, Fair Labor Standards (Liquidated Damages) should be provided."

7. Paragraph 63. CONTRACTOR RESPONSIBILITY AND DEBARMENT,

shall be revised to read as follows:

“63. CONTRACTOR RESPONSIBILITY AND DEBARMENT:

A. A responsible contractor is a contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is County's policy to conduct business only with responsible contractors.

B. Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if County acquires information concerning the performance of Contractor under this Agreement, or other contracts, which indicates that Contractor is not responsible, County may or otherwise in addition to other remedies provided under this Agreement, debar Contractor from bidding or proposing on, or being awarded and/or performing work on, County contracts for a specified period of time, which generally will not exceed five (5) years, but may exceed five (5) years or be permanent if warranted by circumstances, and terminate this Agreement and any or all existing contracts Contractor may have with County.

C. County may debar Contractor if County's Board of Supervisors finds, in its discretion, that Contractor has done any of the following: (1) violated any term of this Agreement or other contract with County, or a non-profit corporation created by County, (2) committed any act or omission which negatively reflects on Contractor's quality, fitness, or capacity to perform a contract with County or any public entity, or a non-profit corporation created by County, or engaged in a pattern or practice

which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against County or any other public entity.

D. If there is evidence that Contractor may be subject to debarment, Director will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before County's Contractor Hearing Board.

E. County's Contractor Hearing Board will conduct a hearing where evidence on proposed debarment is presented. Contractor or Contractor's representative, or both, shall be given an opportunity to submit evidence at that hearing. After the hearing, County's Contractor Hearing Board shall prepare a proposed decision, which shall contain a recommendation regarding whether Contractor should be debarred, and if so, the appropriate length of time of the debarment. Contractor and Director shall be provided an opportunity to object to the proposed decision prior to its presentation to County's Board of Supervisors.

F. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of County's Contractor Hearing Board shall be presented to County's Board of Supervisors. County's Board of Supervisors shall have the right at its sole discretion to modify, deny, or adopt the proposed decision and recommendation of County's Contractor Hearing Board.

G. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed, (2) a bona fide change in ownership or management, (3) material, or (4) any other reason that is in the best interest of County.

H. County's Contractor hearing Board will consider a request for review of a debarment determination only where (1) Contractor has been debarred for a period longer than five (5) years, (2) the debarment has been in effect for at least five (5) years, and (3) the request is in writing, states one or more of the grounds for reduction of the debarment, and includes supporting documentation. Upon receiving as appropriate request, County's Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, County's Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by County's Contractor Hearing Board pursuant to the same procedures as for a debarment hearing. County's Contractor Hearing Board's proposed

decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. County's Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the County's Contractor Hearing Board.

I. These terms shall also apply to any subcontractors/consultants of County contractors."

8. The following paragraph shall be added to this Agreement:

"76. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS (45 C.F.R. PART 76): Contractor hereby acknowledges that the County is prohibited from contracting with and making sub-awards to parties that are suspended, debarred, ineligible, or excluded or whose principals are suspended, debarred, eligible, or excluded from securing federally funded contracts. By executing this Agreement, Contractor certifies that neither or not any of its owners, officers, partners, directors or other principals is currently suspended, debarred, eligible, or excluded from securing federally funded contracts. Further, by executing this Agreement, Contractor certifies that, to its knowledge, none of its subcontractors, at any tier, or any owner, officer partner, director or other principal of any subcontractor is currently suspended, debarred, eligible, or excluded from securing federally funded contracts. Contractor shall immediately notify County in writing, during the term of this Agreement, should it

or any of its subcontractor or any principals of either be suspended, debarred, eligible, or excluded from securing federally funded contracts. Failure of Contractor to comply with this provision shall constitute a material breach of this Agreement upon which the County may immediately terminate or suspend this Agreement.

9. The following paragraph shall be added to the Agreement:

“77. CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE: The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. Attached hereto, is the required form (Exhibit K), "CHARITABLE CONTRIBUTIONS CERTIFICATION", to be completed by the Contractor. The County seeks to ensure that all County contractors which receive or raise charitable contributions comply with California law in order to protect the County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either contract termination or debarment proceedings or both. (County Code Chapter 2.202).”

9. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Director of Public Health

and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

HLN Consulting, LLC
Contractor

By _____
Signature

Printed Name

Title _____
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
RAYMOND G. FORTNER
COUNTY COUNSEL

APPROVED AS TO CONTRACT ADMINISTRATION:

DEPARTMENT OF PUBLIC HEALTH

By _____
Gary T. Izumi, Chief
Contracts and Grants Division

AM#00203.HLN Am #2/JR
H-702403-2 7.25.07

**STATEMENT OF WORK
HLN CONSULTING, LLC**

**ENHANCEMENTS TO THE LOS ANGELES-ORANGE IMMUNIZATION NETWORK (LINK)
AND THE STRATEGIC NATIONAL STOCKPILE (SNS) MANAGEMENT SYSTEM IN
SUPPORT OF BIOTERRORISM PREPAREDNESS AND RESPONSE**

August 30, 2007 through August 30, 2008

The services defined in this statement of work are part of the Los Angeles County Department of Public Health's (DPH) efforts to expand its technological infrastructure to support the Bioterrorism and Public Health Information Network (BT-PHIN) Action Plan that has been approved by the Centers for Disease Control and Prevention (CDC) and the County Chief Information Office. This document details the services needed to enhance and deploy the Los Angeles-Orange Immunization Network Registry's BT Module. It also details the development and implementation services necessary to support the Strategic National Stockpile initiative. All tasks and deliverables noted in this document are targeted to meet CDC requirements and local and state planning and response efforts.

***LOS ANGELES IMMUNIZATION NETWORK BIOTERRORISM SOFTWARE
ENHANCEMENTS AND IMPLEMENTATION SUPPORT***

Los Angeles County (LAC) is developing bioterrorism response capability for the Los Angeles-Orange Immunization Network (LINK), the immunization registry deployed throughout the County. In accordance with the Department of Public Health BT-PHIN Action Plan, grant funds have been specifically allocated to enhance LINK to address mass vaccination/prophylaxis events at a series of Point of Distribution (POD) sites within the jurisdiction and, potentially, at the regional and state level. To develop this capacity, the Contractor shall assist COUNTY by providing professional services to develop and implement enhancements to the LINK Bioterrorism Software Module (Link BT Module).

SNS-IS SOFTWARE DEVELOPMENT AND IMPLEMENTATION SUPPORT

For this portion of the SNS Information System Planning and Development effort, Contractor shall assist COUNTY in improving and maintaining the systems that support Los Angeles County's Strategic National Stockpile strategy (hereafter referred to as the "SNS-IS"), in accordance with CDC functional and technical requirements and SNS/POD operational plans. Phase IV of this effort will involve several elements including the support of enhancements to the SNS Inventory Management System (hereafter referred to as the "SNS-IMS") and implementation of enhancements to the Facility Profile Application. The SNS-IS systems, as well as the LINK-BT module noted above will be integrated under the County's Public Health Information Network (PHIN) architectural environment for use in the event of an emergency. For some of these tasks, the Contractor shall need to work closely with other County vendors, including the inventory system product vendor. Additional SNS activities under this SOW shall

include formulation, documentation, and implementation of complete operational procedures for emergency operations.

To support the activities noted above, Contractor shall assist County by providing the services in the following Tasks and Deliverables:

Task 1: Project Management and Planning Services

Contractor shall provide project management services to assist the County's planning efforts, set priorities, and ensure that LINK-BT and SNS project-related Tasks and Deliverables are completed according to County priorities throughout the 2007-2008 year.

Deliverable 1.0: Provide Project Management Services

Contractor shall develop and maintain an MS Project (or equivalent) LINK-BT and SNS work plans throughout the life cycle of the engagement, outlining key Deliverables and project timelines. Contractor shall track ongoing progress, provide an updated work plan and status report at the end of each month, or upon request by County's Project Director. Contractor shall set up e-mail contact lists for project updates/notifications and initialize and maintain a LINK-BT and SNS project stakeholder website throughout the term of the contract.

Task 2: Implement and Deliver LINK-BT for Countermeasure Response Administration Campaigns

Contractor shall add additional features to the LINK-BT system that enables users to collect and report on patient, immunization, and medication information for CRA campaigns. The application shall be designed for a high degree of usability and rapid data entry and shall permit customization of the data collected on a campaign-by-campaign basis.

Deliverable 2.0: LINK-BT Production-Ready Release #1

Contractor shall perform the remaining configuration and/or modifications to the latest version of the production LINK-BT system to meet the interim needs of the growing user base. This includes configuring the application's security and user roles, location information, fields to be captured during a CRA campaign, and links to third party resources. County will provide Final Acceptance and sign-off on the deliverable in accordance with the body of this Agreement.

Deliverable 2.1: LINK-BT Production-Ready Release #2

Contractor shall enhance the LINK-BT system and deliver a production-ready release of the LINK-BT system that includes all of the components listed below. County will provide Final Acceptance and sign-off on the deliverable in accordance with the body of this Agreement. The components for this deliverable shall include:

1. Vaccine Management (Add, Disable)
2. Medication Management (Add, Disable)
3. Immunization Algorithm
4. Patient History Screen Enhancements
 - a. "Why" button – explanation of assessment of immunization history
 - b. Pre-defined Individual Patient Report
5. New/Edit Immunization Screen
6. New/Edit Medication Screen
7. Dispensor/Vaccinator Lookup Table Management
8. Up to 4 Reports

Deliverable 2.2: Production-Ready Release #3

Contractor shall enhance the LINK-BT system and deliver a production-ready release of the LINK-BT system that includes all of the components listed below. County will provide Final Acceptance and sign-off on the deliverable in accordance with the body of this Agreement. The components for this deliverable shall include:

1. Patient History Screen Enhancements
 - a. Risk Tracking
 - b. Adverse Event Tracking
 - c. Immunization History Quick Form
 - d. Medication History Quick Form
2. Lot & Inventory Management (including linkages to SNS Inventory Management System)
3. Patient Merging
4. Up to 4 Additional Reports

Task 3: Implement and Deliver Facility Profile Software Enhancements for Countermeasure Response Administration Campaigns

To enhance the County's ability to plan the usage of physical sites and locations throughout the County during CRA campaigns and other emergency response activities, Contractor shall enhance the Facility Profile System in accordance with the deliverables specified below.

Deliverable 3.0: Facility Profile Release #1 – Auditing Functionality

Contractor shall enhance the Facility Profile system and deliver a production-ready release of the application that includes the ability to audit a preplan. The auditing functionality shall utilize the application's existing notification capabilities to inform appropriate parties that a facility profile is either due to be audited and/or an audit has been completed. It will furthermore enforce all associated authorization and task assignments. County will provide Final Acceptance and sign-off on the deliverable in accordance with the body of this Agreement.

Task 4: RSS Warehouse and POD Operations Planning

Based on previous planning efforts and evolving procedures related to management of SNS activities, Contractor shall update or create new documentation that will assist LAC DPH managers, coordinators and other personnel to effectively utilize County SNS business processes, systems, and resources during a response to a public health emergency.

Deliverable 4.0: RSS Warehouse and POD Operations Documentation

As per County priorities, Contractor shall assist County in updating and refining the SNS business process documentation or inventory management software procedures at the Warehouse and PODs. Contractor must ensure accuracy of the procedures with respect to the latest business processes defined by the CDC. Contractor shall provide iterative drafts for review by County and other stakeholders, as necessary. Contractor shall finalize the document based on the feedback received and submit to County for Final Acceptance and sign-off in accordance with the body of this Agreement. All drafts and final documentation shall be posted on the SNS project website, and hardcopies of the final deliverable shall also be provided to the County Project Director and SNS Program.

Task 5: LINK-BT and SNS-IS Operations and Implementation Support Services

Contractor shall provide technical support services to support County efforts to ensure high availability and continuity of operations for LINK-BT. Contractor shall also support County in implementing LINK-BT enhancements needed to enhance support for critical operations and emerging CDC requirements.

Contractor shall also provide technical support services in order to support County efforts to ensure high availability and continuity of operations of all the SNS-IS applications, including the SNS-IMS (inventory system) and Facility Profile applications. Contractor shall also support County in implementing enhancements needed to enhance support for critical operations and emerging CDC requirements.

Update requirements, modify applications as appropriate, and ensure quality assurance.

HLN Exhibit A-1, SOW, 7-10-07

SCHEDULE OF DELIVERABLES AND PAYMENTS HLN Consulting, LLC LOS ANGELES-ORANGE IMMUNIZATION NETWORK BIOTERRORISM MODULE (LINK-BT) AND SNS-IS SOFTWARE ENHANCEMENTS		
DELIVERABLE	TIMELINE (From Contract Date)	BUDGET
Task 1: LINK-BT and SNS Project Management / Planning Services		
1.0: LINK-BT and SNS monthly status reports; planning services; priority setting and review; project website, establishment and maintenance of work plans	Months 1-12 (\$7291.66 per month)	\$87,500
Task 2: Implement and Deliver LINK-BT Software Enhancements for Countermeasure Response Administration Campaigns		
2.1 LINK-BT Release 1 (System Configuration)	Month 1	\$16,909
2.2: LINK-BT Release 2	Month 5	\$112,320
2.3: LINK-BT Release 3	Month 8	\$122,820
Task 3: Implement and Deliver Facility Profile Software Enhancements for Countermeasure Response Administration Campaigns		
3.0: Facility Profile Release 1 – Auditing Functionality	Month 8	\$28,894
Task 4: RSS Warehouse and POD Operations Planning		

4.0: RSS Warehouse and POD Operations and Procedures Documentation	Month 9	\$34,227
Task 5: LINK-BT and SNS-IS Operations, Quality Assurance, and Maintenance Support Services		
5.0: Provide LINK-BT and SNS-IS Operations, Quality Assurance, and Maintenance Services	Ongoing Throughout Period	Up to Maximum of \$180,000 (Pooled)
		Total: \$582,670

Tasks 1-4 shall be provided on a fixed price basis. Task 5.0 shall be provided on a fee-for-service basis until the line item budget of \$180,000 in pooled hours is expended.

Billing will be based on hourly rates for actual consulting time, without a minimum per-event requirement. Invoices will be provided by Contractor monthly during months when these services are rendered. Travel expenses will be reimbursed at cost against the pooled hours and will not to exceed County reimbursement rates. The rate billed for off-site and on-site support charges will depend on the Contractor's resources involved, based on the following project team labor classification, respective hourly rate and event categories:

Project Team Classification	Hourly Rate
Principal	\$202.38
Project Manager II	\$173.47
Project Specialist IV	\$174.77
Project Specialist III	\$156.12
Project Specialist II	\$141.01
Programmer Analyst IV	\$160.33
Programmer Analyst III	\$144.56
Programmer Analyst II	\$127.21
Systems Programmer II	\$127.21

**PROJECT SCHEDULE
HLN CONSULTING, LLC**

**ENHANCEMENTS TO THE LOS ANGELES-ORANGE IMMUNIZATION NETWORK
(LINK) AND THE STRATEGIC NATIONAL STOCKPILE (SNS) MANAGEMENT
SYSTEM IN SUPPORT OF BIOTERRORISM PREPAREDNESS AND RESPONSE**

August 30, 2007 through August 30, 2008

The following project schedule defines the high-level steps and timetable that are planned for the completion of the deliverables identified in this Scope of Work. HLN will complete all tasks within the time allotted. LAC DHS is required to complete review of sub-deliverables in a timely fashion to ensure that the schedule can be adhered.

The bold-faced items in the project schedule below refer to the high-level tasks defined in the Statement of Work in Exhibit A-1. The italicized items correspond to the official deliverables for these tasks. Furthermore, where necessary, the schedule specifies additional activities and prerequisites for completing the deliverables.

Task Name	Start	End
Task 1 - Project Management and Planning Services	Month 1	Month 12
<i>Monthly Status Reports / Project Website / Project Plan Maintenance</i>	<i>Month 1</i>	<i>Month 12</i>
Task 2 – Implement and Deliver LINK-BT Production-Ready Releases	Month 1	Month 1
2.1 Production-Ready Release 1 (System Configuration)	Month 1	Month 1
<i>Production Release Notes and Technical Documentation</i>	<i>Month 1</i>	<i>Month 1</i>
2.2: Production-Ready Release 2	Month 2	Month 5
<i>Draft Software Design Document</i>	<i>Month 2</i>	<i>Month 2</i>
<i>Final Software Design Document</i>	<i>Month 2</i>	<i>Month 2</i>
<i>Beta Release</i>	<i>Month 3</i>	<i>Month 4</i>
<i>Beta Release Notes</i>	<i>Month 3</i>	<i>Month 4</i>
<i>Production Release Notes and Technical Documentation</i>	<i>Month 5</i>	<i>Month 5</i>
2.3: Production-Ready Release 3	Month 5	Month 8
<i>Draft Software Design Document</i>	<i>Month 5</i>	<i>Month 5</i>
<i>Final Software Design Document</i>	<i>Month 5</i>	<i>Month 5</i>
<i>Beta Release</i>	<i>Month 6</i>	<i>Month 7</i>
<i>Beta Release Notes</i>	<i>Month 6</i>	<i>Month 7</i>
<i>Production Release Notes and Technical Documentation</i>	<i>Month 8</i>	<i>Month 8</i>
Task 3: Implement and Deliver Facility Profile Software Enhancements for Countermeasure Response Administration Campaigns	Month 1	Month 8
3.0: Preplan Auditing Component	Month 1	Month 8
<i>Specifications</i>	<i>Month 1</i>	<i>Month 2</i>
<i>Beta Release</i>	<i>Month 3</i>	<i>Month 6</i>

Task Name	Start	End
<i>Functional Testing (County)</i>	<i>Month 6</i>	<i>Month 7</i>
<i>Production-capable Release</i>	<i>Month 7</i>	<i>Month 8</i>
Task 4 - RSS Warehouse and POD Operations Planning	Month 1	Month 9
<i>4.0: RSS Warehouse and POD Operations Guides and Field Procedures</i>	<i>Month 1</i>	<i>Month 9</i>
<i>Stakeholder Identification / Interviews</i>	<i>Month 1</i>	<i>Month 4</i>
<i>RSS Warehouse and POD Operations Guides and Field Procedure (Iterative) Drafts</i>	<i>Month 5</i>	<i>Month 9</i>
Task 5: LINK-BT and SNS-IS Operations, Quality Assurance, and Maintenance Support Services	Month 1	Month 12
<i>5.0: Provide LINK-BT and SNS-IS Support Services</i>	<i>Month 1</i>	<i>Month 12</i>

HLN Exhibit D-1, Project Schedule, 7-10-07

CHARITABLE CONTRIBUTIONS CERTIFICATION

Company Name

Address

Internal Revenue Service Employer Identification Number

California Registry of Charitable Trusts "CT" number (if applicable)

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions.

CERTIFICATION	YES	NO
Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.	()	()

OR

Proposer or Contractor is registered with the California Registry of Charitable Trust under the CT number listed above and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government code sections 12585-12586.	()	()
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Signature

Date

Name and Title (please type or print)